



*Performance Pay
Program
("W3P")*

for State Classified Employees

**February 24, 2000
Revised June 26, 2001
Revised January 2, 2002**

Revised April ___, 2002

Performance Level	Pay	
	Below Range Maximum	At or Above Range Maximum
Needs Improvement	0%	0%
Good	More than 0% up to "X" %	0%
Very Good	More than "X" % to "Y" %	0% to "Y" %
Outstanding	"Y" % up to the maximum award as annually set by the State Personnel Director.	0% up to the maximum award as annually set by the State Personnel Director.

The following information is provided to employees with respect to the various awards related to Western's performance pay program and in conformance with State rules:

- Annual base and non-base building performance awards will be a percentage of salary, effective on the statewide common date of July 1st;
- All awards are subject to available funding and no award will be guaranteed;
- Non-monetary awards may be implemented in the future;
- No award for rating of Needs Improvement;
- Non-base building awards that are granted must be paid in full, even if the employee terminates employment;
- Non-monetary awards are not calculated in the total amount awards;
- Non-base-building awards are considered every year;
- Base-building awards are reflected in the employee's monthly paycheck;
- Payment of non-base-building awards is paid as determined by the agency and are at the sole discretion of the appointing authority;
- The maximum award for an Outstanding performance will be the maximum percentage set annually by the State Personnel Director.
- Employees will be informed of the amount of their award and whether base building or non-base building no later than July 15th each year.